



February 14, 2024

## Invitation for Bid Notice to Bidders

Agency Accepting Bids:  
LEADS Community Action Agency  
160 Wilson Street  
Newark, Ohio 43055

Contact: Terry Boehm, Division Director  
[tboehm@leadscaa.org](mailto:tboehm@leadscaa.org) or (740) 258-6112

LEADS intends to buy one (1) cargo work van for its Home Weatherization Assistance Program. The primary intended use of this vehicle is for Heating, Ventilation and Air Conditioning (HVAC) service and installation.

LEADS Community Action Agency is a 501 (c)-(3) private non-profit corporation.

### Cargo Work Van Minimum Specifications:

V-6 Engine	Heavy Duty Battery
Automatic Transmission	AM/FM Radio
Power Steering	Ladder Rack
Dual front Seats	Center Opening Rear Doors w/Window
Cargo area side door w/window	

Accessories and luxury options are discouraged, regardless of cost, and are inappropriate.

Warranty information will be considered in the evaluation of the bid. Used vehicles will not be considered.

Bids must set forth full, accurate, and complete information as required by this invitation for bid. The penalty for making false statements is prescribed in 18 U.S.C. 1001.

Anticipated purchase date for this vehicle will be March 22, 2024, subject to Ohio Development Services Agency approval and funding availability.

LEADS reserves the right to reject any or all bids.

**Written quotes** shall be received by **10:00 AM on March 15, 2024** and must be mailed, emailed or delivered to:

LEADS Community Action Agency  
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Newark, Oh 43055  
Attn: Terry Boehm  
[tboehm@leadscaa.org](mailto:tboehm@leadscaa.org)